



U.S. House of Representatives

COMMITTEE ON ETHICS

Employee Post-Travel Disclosure Form

☒ Original ☐ Amendment

This form is for disclosing the receipt of travel expenses from private sources for travel taken in connection with official duties. This form does not eliminate the need to report privately-funded travel on the annual *Financial Disclosure Statements* of those employees required to file them. In accordance with House Rule 25, clause 5, **you must complete this form and file it with the Clerk of the House, B-81 Cannon House Office Building, within 15 days after travel is completed.** Please **do not** file this form with the Committee on Ethics.

NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001.

1. Name of Traveler: Jennifer Chan
2. a. Name of Accompanying Relative: _____ **OR** None ☒
b. Relationship to Traveler: ☐ Spouse ☐ Child ☐ Other (specify): _____
3. a. Dates: Departure: 10/17/2019 Return: 10/4/2019
b. Dates at Personal Expense, if any: _____ **OR** None ☒
4. Departure City: Washington, DC Destination: Seattle Return City: Washington, DC
5. Sponsor(s), Who Paid for the Trip: Microsoft
6. Describe Meetings and Events Attended: Meetings on face recognition technology, artificial intelligence, broadband, new digital technologies, cyber crime, and cloud technology.
7. Attached to this form are **each** of the following, *signify that each item is attached by checking the corresponding box*:
 - a. ☒ a completed *Sponsor Post-Travel Disclosure Form*;
 - b. ☒ the *Primary Trip Sponsor Form* completed by the trip sponsor **prior** to the trip, **including all** attachments **and** the *Grantmaking or Non-Grantmaking Sponsor Forms*;
 - c. ☒ page 2 of the completed *Traveler Form* submitted by the employee; **and**
 - d. ☒ the letter from the Committee on Ethics approving my participation on this trip.
8. a. I represent that I participated in each of the activities reflected in the attached sponsor's agenda.
Signify statement is true by checking the box: ☒
b. If not, explain: _____

LEGISLATIVE RESOURCE CENTER
2019 OCT 21 PM 3:17
OFFICE OF THE CLERK
U.S. HOUSE OF REPRESENTATIVES

I certify that the information contained on this form is true, complete, and correct to the best of my knowledge.

Signature of Traveler: _____

Date: 10/17/2019

I authorized this travel in advance. I have determined that all of the expenses listed on the attached *Sponsor Post-Travel Disclosure Form* were necessary and that the travel was in connection with the employee's official duties and would not create the appearance that the employee is using public office for private gain.

Name of Supervising Member: Rep. Pramila Jayapal

Date: 10/17/2019

Signature of Supervising Member: _____



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Sponsor Post-Travel Disclosure Form

☒ Original ☐ Amendment

This form must be completed by an officer of any organization that served as the primary trip sponsor in providing travel expenses or reimbursement for travel expenses to House Members, officers, or employees under House Rule 25, clause 5. **A completed copy of the form must be provided to each House Member, officer, or employee who participated on the trip within ten days of their return.** You must answer all questions, and check all boxes, on this form for your submission to comply with House rules and the Committee's travel regulations. Failure to comply with this requirement may result in the denial of future requests to sponsor trips and/or subject the current traveler to disciplinary action or a requirement to repay the trip expenses.

NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001.

1. Sponsor(s) who paid for the trip: Microsoft Corporation
2. Travel Destination(s): Redmond, WA (SEA)
3. Date of Departure: October 2, 2019 Date of Return: October 4, 2019
4. Name(s) of Traveler(s): Jennifer Chan

Note: You may list more than one traveler on a form only if all information is identical for each person listed.

5. Actual amount of expenses paid on behalf of, or reimbursed to, each individual named in Question 4:

	Total Transportation Expenses	Total Lodging Expenses	Total Meal Expenses	Total Other Expenses (dollar amount per item and description)
Traveler	\$249.00 one-way flight, economy class \$136.30 for ground transportation	\$429.41 including taxes and fees	\$75.78 one day	None
Accompanying Family Member	N/A	N/A	N/A	N/A

6. All expenses connected to the trip were for actual costs incurred and not a *per diem* or lump sum payment. Signify statement is true by checking box: ☒

I certify that the information contained in this form is true, complete, and correct to the best of my knowledge.

Signature: Scott McCullers Date: 10/14/19

Name: Scott McCullers Title: U.S. Government Affairs Coordinator

Organization: Microsoft Corporation

I am an officer of the above-named organization. Signify statement is true by checking box: ☒

Address: 901 K St NW, Suite 110, Washington, DC 20001

Telephone: (202) 263-5952 Email: Scott.McCullers@microsoft.com

Committee staff may contact the above-named individual if additional information is required.

If you have questions regarding your completion of this form, please contact the Committee on Ethics at 202-225-7103.



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TRAVELER FORM

1. Name of Traveler: Jennifer Chan +
2. Sponsor(s) who will be paying for the trip: Microsoft Corporation
3. City and State **OR** Foreign Country of Travel: Redmond, WA
4. a. Date of Departure: 10/2/2019 Date of Return: 10/4/2019
b. Will you be extending the trip at your personal expense? ☐ Yes ☒ No
If yes, list dates at personal expense: _____
5. a. Will you be accompanied by a family member at the sponsor's expense? ☐ Yes ☒ No If yes:
(1) Name of Accompanying Family Member: _____
(2) Relationship to Traveler: ☐ Spouse ☐ Child ☐ Other (specify): _____
(3) Accompanying Family Member is at least 18 years of age: ☐ Yes ☐ No
6. a. Did the trip sponsor answer "Yes" to Question 8(c) on the *Primary Trip Sponsor Form* (i.e., travel is sponsored by an entity that employs a registered federal lobbyist or a foreign agent)? ☒ Yes ☐ No
b. If yes, and you are requesting lodging for two nights, explain why the second night is warranted:
Attendees are flying from DC to Seattle and are expected to participate in a full day of meetings
7. *Primary Trip Sponsor Form* is attached, including agenda, invitee list, and any other attachments and contributing sponsor forms: ☒ Yes ☐ No
NOTE: The agenda should show the traveler's individual schedule, including departure and arrival times and identify the specific events in which the traveler will be participating.
8. Explain why participation in the trip is connected to the traveler's individual official or representational duties. **Staff should include their job title and how the activities on the itinerary relate to their duties.**
As deputy legislative director and the primary Judiciary Committee staffer, I cover many issues directly related to Microsoft, including face recognition technology, intellectual property, privacy regulations, etc.
9. **Is the traveler aware of any registered federal lobbyists or foreign agents involved planning, organizing, requesting, or arranging the trip?** ☐ Yes ☒ No
10. For staff travelers, to be completed by your employing Member:

ADVANCED AUTHORIZATION OF EMPLOYEE TRAVEL

I hereby authorize the individual named above, an employee of the U.S. House of Representatives who works under my direct supervision, to accept expenses for the trip described in this request. I have determined that the above-described travel is in connection with my employee's official duties and that acceptance of these expenses will not create the appearance that the employee is using public office for private gain.

Signature of Employing Member

Date

9/4/19



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Primary Trip Sponsor Form

This form should be completed by private entities offering to provide travel or reimbursement for travel to House Members, officers, or employees under House Rule 25, clause 5. A completed copy of the form (and any attachments) should be provided to each invited House Member, officer, or employee, who will then forward it to the Committee together with a *Traveler Form* **at least 30 days before the start date of the trip**. The trip sponsor should **NOT** submit the form directly to the Committee. The Committee website (ethics.house.gov) provides detailed instructions for filling out the form.

NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001. Failure to comply with the Committee's Travel Regulations may also lead to the denial of permission to sponsor future trips.

1. Sponsor who will be paying for the trip: Microsoft Corporation
2. I represent that the trip will not be financed, in whole or in part, by a registered federal lobbyist or foreign agent. Signify that the statement is true by checking box: ☒
3. **Check only one.** I represent that:
 - a. The primary trip sponsor has not accepted from any other source, funds intended directly or indirectly to finance any aspect of the trip: ☒ **OR**
 - b. The trip is arranged without regard to congressional participation and the primary trip sponsor has accepted funds only from entities that will receive a tangible benefit in exchange for those funds: ☐ **OR**
 - c. The primary trip sponsor has accepted funds from other source(s) intended directly or indirectly to finance all or part of this trip and has enclosed disclosure forms from each of those entities. ☐
If "c" is checked, list the names of the additional sponsors: _____
4. Provide names and titles of **ALL** House Members *and* employees you are inviting. For each House invitee, provide an explanation of why the individual was invited (include additional pages if necessary): See attached attendee list; accepting first 15 to RSVP. These individuals are staff on committees, or key staffers to members on committees, with jurisdiction over issues of importance to Microsoft and/or over areas of tech policy connected to business.
5. Is travel being offered to an accompanying family member of the House invitee(s)? ☐ Yes ☒ No
6. Date of Departure: October 2, 2019 Date of Return: October 4, 2019
7. a. City of departure: Washington, D.C. (DCA)
b. Destination(s): Redmond, WA (SEA)
c. City of return: Washington, D.C. (DCA)
8. **Check only one.** I represent that:
 - a. The sponsor of the trip is an institution of higher education within the meaning of section 101 of the Higher Education Act of 1965: ☐ **OR**
 - b. The sponsor of the trip does not retain or employ a registered federal lobbyist or foreign agent: ☐ **OR**
 - c. The sponsor employs or retains a registered federal lobbyist or foreign agent, but the trip is for attendance at a one-day event *and* lobbyist / foreign agent involvement in planning, organizing, requesting, or arranging the trip was *de minimis* under the Committee's travel regulations. ☒
9. **Check only one of the following:**
 - a. I checked 8(a) or (b) above: ☐
 - b. I checked 8(c) above but am not offering any lodging: ☐
 - c. I checked 8(c) above and am offering lodging and meals for one night: ☐ **OR**
 - d. I checked 8(c) above and am offering lodging and meals for two nights: ☒ If you checked this box, explain why the second night of lodging is warranted: Attendees are flying from Washington, D.C. (DCA) to Seattle, WA (SEA) and are expected to participate in a full day of meetings (on attached agenda).



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10. Attached is a detailed agenda of the activities House invitees will be participating in during the travel (i.e., an hourly description of planned activities for trip invitees). Indicate agenda is attached by checking box: ☒
11. **Check only one of the following:**
- a. I represent that a registered federal lobbyist or foreign agent will not accompany House Members or employees on any segment of the trip. Signify that the statement is true by checking box: ☒ **OR**
- b. Not Applicable. Trip sponsor is a U.S. institution of higher education: ☐
12. For *each* sponsor required to submit a sponsor form, describe the sponsor's interest in the subject matter of the trip and its role in organizing and/or conducting the trip:
- Microsoft is organizing and conducting this trip to highlight innovation, showcase emerging technologies and discuss the policy issues important to the tech sector. As the sole Sponsor, Microsoft has planned the agenda, speaker sessions, and tour on the Microsoft Campus, along with trip logistics.
13. **Answer parts a and b. Answer part c if necessary:**
- a. Mode of travel: Air ☒ Rail ☐ Bus ☒ Car ☐ Other ☐ (specify: _____)
- b. Class of travel: Coach ☒ Business ☐ First ☐ Charter ☐ Other ☐ (specify: _____)
- c. If travel will be first class, or by chartered or private aircraft, explain why such travel is warranted:
- _____
14. I represent that the expenditures related to local area travel during the trip will be unrelated to personal or recreational activities of the invitee(s). Signify that the statement is true by checking box: ☒
15. **Check only one.** I represent that either:
- a. The trip involves an event that is arranged or organized *without regard* to congressional participation and that meals provided to congressional participants are similar to those provided to or purchased by other event attendees: ☐ **OR**
- b. The trip involves events that are arranged specifically *with regard* to congressional participation: ☒
- If "b" is checked:
- 1) Detail the cost *per day* of meals (approximate cost may be provided): \$76 per day for one day
- 2) Provide the reason for selecting the location of the event or trip: Redmond, WA is the Global Headquarters for Microsoft and allows staff to meet with Microsoft researchers and technologists while also visiting/participating in tours like the innovation lab
16. Name, nightly cost, and reasons for selecting each hotel or other lodging facility:
- Hotel Name: Thompson Seattle City: Seattle, WA Cost Per Night: \$184++
- Reason(s) for Selecting: Hotel fits within locale's per diem allowance
- Hotel Name: _____ City: _____ Cost Per Night: _____
- Reason(s) for Selecting: _____
- Hotel Name: _____ City: _____ Cost Per Night: _____
- Reason(s) for Selecting: _____
17. I represent that all expenses connected to the trip will be for actual costs incurred and not a per diem or lump sum payment. Signify that the statement is true by checking box: ☒



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18. Total Expenses for each Participant:

<input type="checkbox"/> Actual Amounts	Total Transportation Expenses per Participant	Total Lodging Expenses per Participant	Total Meal Expenses per Participant
<input checked="" type="checkbox"/> Good Faith Estimates			
For each Member, Officer, or Employee	\$538.53 RT, economy fare \$150 ground transportation	\$184++ per night for 2 nights	\$76, one day
For each Accompanying Family Member	N/A	N/A	N/A

	Other Expenses (dollar amount per item)	Identify Specific Nature of "Other" Expenses (e.g., taxi, parking, registration fee, etc.)
For each Member, Officer, or Employee	None	N/A
For each Accompanying Family Member	N/A	N/A

NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001.

19. **Check only one:**

a. I certify that I am an officer of the organization listed below: ☒ **OR**

b. *Not Applicable.* Trip sponsor is an individual or a U.S. institution of higher education. ☐

20. I certify that I am not a registered federal lobbyist or foreign agent for any sponsor of this trip. ☒

21. I certify by my signature that the information contained in this form is true, complete, and correct to the best of my knowledge.

Signature:  Date: 7/19/2019

Name: Michaela Berendt

Title: Government Affairs Specialist

Organization: Microsoft

Address: One Microsoft Way, Redmond WA 98052

Telephone: (360) 790-4741

Email: Michaela.Berendt@Microsoft.com

If there are any questions regarding this form, please contact the Committee at the following address:

Committee on Ethics

U.S. House of Representatives

1015 Longworth House Office Building, Washington, D.C. 20515

Phone: 202-225-7103 General Fax: 202-225-7392

Theodore E. Deutch, Florida
Chairman
Kenny Marchant, Texas
Ranking Member

Grace Meng, New York
Susan Wild, Pennsylvania
Dean Phillips, Minnesota
Anthony Brown, Maryland

John Ratcliffe, Texas
George Holding, North Carolina
Jackie Walorski, Indiana
Michael Guest, Mississippi



ONE HUNDRED SIXTEENTH CONGRESS

U.S. House of Representatives
COMMITTEE ON ETHICS

Thomas A. Rust
Staff Director and Chief Counsel

David W. Arrojo
Counsel to the Chairman

Christopher A. Donesa
Counsel to the Ranking Member

1015 Longworth House Office Building
Washington, D.C. 20515-6328
Telephone: (202) 225-7103
Facsimile: (202) 225-7392

October 1, 2019

Ms. Jennifer Chan
Office of the Honorable Pramila Jayapal
1510 Longworth House Office Building
Washington, DC 20515

Dear Ms. Chan:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Redmond, Washington, scheduled for October 2 to 4, 2019, sponsored by Microsoft. We remind you that, because the trip sponsor employs a federal lobbyist, you may participate in officially-connected activity on one calendar day only.

You must complete an Employee Post-Travel Disclosure Form (which your employing Member must also sign) and file it, together with a Sponsor Post-Travel Disclosure Form completed by the trip sponsor, with the Clerk of the House within 15 days after your return from travel. As part of that filing, you are also required to attach a copy of this letter and both the Traveler and Primary Trip Sponsor Forms (including attachments) you previously submitted to the Committee in seeking pre-approval for this trip. If you are required to file an annual Financial Disclosure Statement, you must also report all travel expenses totaling more than \$390 from a single source on the "Travel" schedule of your annual Financial Disclosure Statement covering this calendar year. Finally, Travel Regulation § 404(d) also requires you to keep a copy of all request forms and supporting information provided to the Committee for three subsequent Congresses from the date of travel.

If you have any further questions, please contact the Committee's Office of Advice and Education at extension 5-7103.

Sincerely,

Theodore E. Deutch
Chairman

Kenny Marchant
Ranking Member

TED/KM:jls

Greetings,

Microsoft is pleased to invite you to visit our headquarters in Redmond, Washington on Thursday, October 3rd, 2019. You will have a chance to visit with Microsoft's experts and researchers, demo Microsoft's latest technology, and discuss tech policy and its implications on innovation.

This invitation includes a full agenda and ethics forms to be submitted for approval. **To indicate your availability and interest in attending this visit, immediately respond to this email and submit the attached documents to Ethics for approval.**

We will take a limited number of members on a first come, first serve basis to sign up for this event, and will let you know if your RSVP has been confirmed based on attendance. If and when your attendance is confirmed, you will receive instructions for next steps to arrange travel.

Do not hesitate to reach out to StaffVisit2019@microsoft.regsvc.com with questions on the Microsoft Congressional Staff Trip, including the overall logistics and the ethics process.

We look forward to hosting you in the Pacific Northwest

Thank you,

Michaela Berendt

Government Affairs Specialist, Microsoft

First name	Last name	Office
Alma	Acosta	Rep. Joaquin Castro
Rick	Adkins	Duncan
Sandra	Alcalá	Rep. Hakeem Jeffries
Paul	Arcangeli	House Committee on Armed Services (Rep. Adam Smith)
Cyrus	Artz	Foxx
Janice	Bashford	Rep. Bass
Douglas	Bush	House Committee on Armed Services (Rep. Adam Smith)
Jeffrey	Carroll	House Committee on Energy and Commerce (Rep. Frank Pallone)
Brandon	Casey	House Committee on Ways and Means (Rep. Richard Neal)
Jennifer	Chan	Rep. Pramila Jayapal (WA-7)
Jen	Daulby	Committee on House Administration
Earnestine	Dawson	House Democratic Caucus
Diane	Dewhirst	Speaker Nancy Pelosi (D-CA-12)
Chay	English	Rep. Terri Sewell (AL)
J.D.	Grom	New Democrat Coalition (Rep. Derek Kilmer)
Michael	Hardaway	Rep. Hakeem Jeffries
Kevin	Harris	Rep. Karen Bass
Aaron	Hiller	House Committee on the Judiciary (Rep. Jerry Nadler)
Zach	Howell	John Katko
Peter	Hunter	Rep. Cedric Richmond (LA-02)
Tasia	Jackson	Rep. Hakeem Jeffries (D-NY-8)
Allison	Jaslow	Rep. Cheri Bustos (D-IL-17)
Eduardo	Lerma	Rep. Veronica Escobar
James	Leuschen	Leader Steny Hoyer (D-MD-5)
David	Lucas	Rep. Mike Doyle (D-PA-18)
Josh	Mathis	Chief of Staff
Terri	McCullough	Speaker Nancy Pelosi (D-CA-12)
Sean	O'Brien	Rep. Dan Newhouse (WA-04)
Zoe	Orek	Rep. Jeffries
Ashli	Palmer	Whip James "Jim" Clyburn (D-SC-6)
Reva	Price	Speaker Nancy Pelosi (D-CA-12)

Ritika	Robertson	Rep. Kenneth "Ken" Buck (R-CO-4)
Timothy	Robinson	House Committee on Energy and Commerce (Rep. Frank Pallone)
Nick	Schemmel	Rep. Buddy Carter (R-GA-1)
Daniel	Silverberg	Leader Steny Hoyer (D-MD-5)
Will	Smethers	Rep. Mike Gallagher (WI-08)
Judd	Smith	Rep. Martha Roby (R-AL-2)
Lakecia	Stickney	Rep. Hakeem Jeffries (D-NY-8)
Stuart	Styron	Rep. Demings
William	Sutey	House Committee on Armed Services (Rep. Adam Smith)
Tejasi	Thatte	Rep. Tony Cardenas (CA)
Britt	Van	New Democrat Coalition (Rep. Derek Kilmer)
Ryan	Walker	Rep. Mark Walker
Yelberton	Watkins	Whip James "Jim" Clyburn (D-SC-6)
Wintta	Woldemariam	Rep. James Clyburn
Ebbie	Yazdani	Rep. John Ratcliffe (R-TX-4)
Tim	Kurth	Subcommittee on Communications & Technology at House Energy & Commerce Committee

Title
Executive Director for Congressional Hispanic Caucus
Deputy Chief of Staff/District Director
Member Services Director for House Democratic Caucus
Staff Director
Chief of Staff
Legislative Director
Deputy Staff Director
Staff Director
Staff Director
Senior Legislative Assistant (Judiciary/immigration)
Republican Staff Director
Digital Director
Deputy Chief of Staff
Chief of Staff
Executive Director
Communications Direction, Senior Advisor
Executive Director for Congressional Black Caucus
Deputy Chief Counsel; Chief Oversight Counsel
Chief of Staff
Legislative Director
Chief of Staff
Executive Director
Chief of Staff
Senior Policy Advisor
Chief of Staff
House Committee on Science, Space, and Technology (Rep. Frank Lucas)
Chief of Staff
Legislative Director
Legislative Director
Director of Floor Operations
Outreach Director

Chief of Staff
Chief Counsel
Legislative Director
Senior Policy Advisor
Legislative Assistant
Legislative Counsel
Policy Director
Senior Legislative Assistant
Professional Staff Member
Deputy Chief of Staff / Legislative Director
Policy Advisor
Legislative Director
Chief of Staff
Counsel
Legislative Counsel
Deputy Chief Counsel



Microsoft Campus Visit

- [Details](#)
- [Schedule](#)
- [Attendees](#)
- [Campus and Parking Map](#)
- [Microsoft Biographies](#)
- [Staff Biographies](#)

Details

Event	Congressional Staff Delegation Campus Visit	
Date	Wednesday, October 2, 2019 – Friday, October 4, 2019	
Location	Microsoft Campus 1 Microsoft Way Redmond, WA 98052	
Primary Contact	Michaela Berendt	Scott McCullers
Alternate Contacts	Eric Brooks	Calista Mayer



Schedule

Wednesday, October 2, 2019

Start Time	End Time	Subject/Speaker	Location
5:15 pm	8:15 pm	Alaska Airlines Flight 0003	DCA to SEA
8:15 pm	9:15 pm	Arrival at SeaTac Airport	
		<i>Meet the shuttle driver at baggage claim for flight 0003 carrying a "Microsoft" sign. Calista Mayer from OPUS Agency will be on site with the driver.</i>	
9:15 pm	9:40 pm	Shuttle Bus to Thompson Seattle Hotel	Thompson Seattle 110 Stewart St. Seattle, WA

Thursday, October 3, 2019

Start Time	End Time	Subject/Speaker	Location
7:30 am	8:00 am	Gather in Hotel Lobby for Breakfast	Thompson Seattle
8:00 am	8:30 am	Shuttle Departs for Microsoft	
8:30 am	9:00 am	Welcome and Opening Remarks Frank Cavaliere, Senior Director of Congressional Affairs	Executive Briefing Center Evergreen East 16070 NE 36th Way Redmond, WA 98052
		<i>Overview of Microsoft including our culture, journey, values, footprint in the Puget Sound, and overview of the presentations and content during the day.</i>	
9:00 am	10:00 am	Facial Recognition and Artificial Intelligence Natasha Crampton, Senior Attorney Michael Philips, Assistant General Counsel	EBC Evergreen East
		<i>Natasha and Michael will present and lead a discussion of artificial intelligence, including facial recognition, ethics, and how this technology is being applied today and in the future. Q&A to follow.</i>	
10:00 am	10:15 am	Tech Break	
10:15 am	11:00 am	DEMO Digital Transformation #InRealLife	EBC #IRL Demo Pods
		<i>Digital Transformation #InRealLife (DTIRL) brings to life real world customer stories across key solution areas and industries at the Redmond EBC. Participants will watch staff showcase the latest and</i>	



Start Time	End Time	Subject/Speaker	Location
		<i>greatest MS customer stories highlighting our technologies including O365, Azure IoT, HoloLens, Machine learning, and more. Participants will also experience a hands-on demonstration of HoloLens technology.</i>	
11:00 am	12:00 pm	Airband & Broadband Internet Access John Kahan, Chief Data Analytics Officer Allen Kim, Senior Program Manager	EBC Evergreen East
		<i>John and Allen will present and lead a discussion of broadband internet access and how this technology is being accessed in communities across America both rural and urban. Q&A to follow.</i>	
12:00 pm	12:15 pm	Board Microsoft Shuttle to Commons	
12:15 pm	1:20 pm	Lunch	Microsoft Commons 15255 NE 40th Street Redmond, WA 98052
		<i>Individual dining cards will be provided to each attendee. A map of dining options is included in your folder.</i>	
1:20 pm	1:30 pm	Walk to Studio B	Studio B 1960 15101 NE 40th Street ~5 minutes
1:30 pm	2:30 pm	Inclusive Tech Lab: Accessibility and Xbox Evelyn Thomas, Senior Program Manager, Gaming	Studio B 1960
		<i>The Inclusive Tech Lab is a Microsoft space dedicated to inclusive gaming. Participants will hear Microsoft's story of diversity, inclusion, accessibility, privacy, and online safety. They will see and participate in a hands-on demonstration of the adaptive controller.</i>	
2:30 pm	2:45 pm	Shuttle to Redwest - C	14820 NE 36th Street ~8-10 minutes
2:45 pm	3:45 pm	Digital Crimes Unit Tour	RedWest C DCU
		<i>The Digital Crimes Unit (DCU) is leading the fight against cybercrime to protect customers and promote trust in Microsoft. We fight cybercrime globally through the innovative application of technology, forensics, civil actions, criminal referrals, and public/private partnerships while protecting the security and privacy of our customers. Participants</i>	



Start Time	End Time	Subject/Speaker	Location
		<i>will take a walking tour throughout the facility while presenters discuss Microsoft's work fighting cybercrime in the United States.</i>	
3:45 pm	4:00 pm	Microsoft Shuttle to Building 42	Building 42 15590 NE 31st Street
4:00 pm	4:30 pm	Azure Cloud Collaboration Center Tour <i>The CCC is designed to offer customers a window into the massive scale of Microsoft's cloud management demonstrating the operational capabilities required to deliver a highly reliable cloud platform, at scale around the globe, and to inspire customers with examples of how the Microsoft Cloud empowers them to transform their businesses. Participants will take a walking tour through the center where the guide will showcase customer examples of cloud technology through storytelling, video, and product demonstrations.</i>	Building 42 CCC <i>Located on the second floor.</i>
4:30 pm	4:35 pm	Walk to Building 41 Puffin	Building 41 Puffin 15571 NE 31st Street ~ 5 min walk
4:35 pm	5:15 pm	Discussion and Summary Alli Halataei, Director of Congressional Affairs <i>US Government Affairs team members will lead the group in a final discussion to summarize the themes of the day, including the importance of privacy, ethics in AI and facial recognition, the Internet of Things, Azure and cloud services, accessibility in gaming, research, and cybersecurity. Participants will be asked to discuss what they learned and dialogue on questions and next steps.</i>	B41 Puffin <i>Located between buildings 40 and 41.</i>
5:15 pm		Depart Microsoft for Hotel	
6:15 pm		Meet in Hotel Lobby Depart for Dinner	Thompson Seattle
6:30 pm	9:00 pm	Group Dinner at Red Cedar & Sage , Pike Place	Red Cedar & Sage 1501 Pike Pl, Ste 200 Seattle, WA 9810

Friday, October 4, 2019

Start Time	End Time	Subject/Speaker	Location
5:15 am	5:30 am	Gather in Hotel Lobby	Thompson Seattle
5:30 am	6:00 am	Shuttle Bus to Airport	



8:00 am	4:10 pm	Alaska Airlines Flight 0004	SEA to DCA
4:10 pm		Arrival at DCA	

Attendees

Name	Affiliation
Alli Halataei	Director of Congressional Affairs, Microsoft
Chan Park	Director of Congressional Affairs, Microsoft
John Sampson	Managing Director, Azure Government Affairs, Microsoft
Frank Cavaliere	Senior Director, Congressional Affairs, Microsoft
Michaela Berendt	Government Affairs Specialist, Microsoft
Scott McCullers	Government Affairs Specialist, Microsoft
Natasha Crampton	Head, Office of Responsible AI, Microsoft
Michael Philips	General Counsel, Office of Responsible AI, Microsoft
John Kahan	Chief Data Analytics Officer, Microsoft
Evelyn Thomas	Senior Program Manager, Microsoft
Allen Kim	Data Analytics Senior Program Manager, Microsoft
External Participants:	
Rick Adkins	Deputy Chief of Staff, Representative Jeff Duncan
Cyrus Artz	Chief of Staff, Representative Virginia Foxx
Jennifer Chan	Legislative Director, Representative Pramila Jayapal
Andrew Crawford	Counsel, Senator Chris Coons
Lindsay Jensen	Legislative Assistant, Senator Dan Sullivan
Rodney Kazibwe	Legislative Aide, Senator Chuck Schumer
Sunmin Kim	Technology Policy Advisor, Senator Brian Schatz
Sean O'Brien	Legislative Director, Representative Dan Newhouse
Sydney Pettit	Legislative Assistant, Senator Shelley Moore Capito
Jason Stverak	Deputy Chief of Staff, Senator Kevin Cramer
Josh Mathis	Staff Director, House Committee on Science, Space, & Technology
Mimi Strobel	Legislative Assistant, Sen. Ron Johnson
Earnestine Dawson	Digital Director, Congressman Hakeem Jeffries
Zach Howell	Chief of Staff, Congressman John Katko



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Microsoft Employee Biographies



Frank Cavaliere

Senior Director of Congressional Affairs, Microsoft

Frank Cavaliere has over seventeen years of policy and political experience in Washington, DC. As Senior Director of Federal Congressional Affairs, Frank oversees Microsoft's federal advocacy with the U.S. Senate and works closely with internal and external stakeholders on legislative and political priorities that impact the company.

Prior to joining Microsoft, Frank served as Vice President & Senior Counsel at the Motion Picture Association of America where he oversaw the legislative and regulatory affairs activities on behalf of the six largest motion picture studios focusing on copyright law and new content distribution platforms. Frank's prior professional experience also includes working at Vonage Holdings Corporation as Vice President of Regulatory Affairs and as Legislative Director for U.S. Senator George Allen. While working in the Senate, Frank was selected to the 108th Congressional Emerging Leadership Program by the Stennis Center for Public Service and appointed to the Virginia General Assembly's Joint Commission on Technology & Science.

Frank attended Harvard University, Kennedy School of Government Senior Managers Program. He has an MBA from the Pamplin College of Business at Virginia Polytechnic Institute and State University and his undergraduate degree in Public Administration/Political Science from James Madison University.

Frank lives with his wife and three daughters in Aldie, VA.



Alli Halataei

Director of Congressional Affairs, Microsoft

Alli Halataei manages Microsoft's work with House Republicans. A native of Florida, Alli originally moved to Washington, D.C. to serve as a Legislative Assistant to her hometown Member of Congress, Porter Goss (R-FL). She later served as an Immigration Counsel at the House Judiciary Committee under Chairman F. James Sensenbrenner (R-WI) and Deputy Chief of Staff under Chairman Lamar Smith (R-TX). She took a hiatus from the Judiciary Committee to serve as Vice President of Government Affairs at the National Music Publishers Association before returning to the Judiciary Committee to serve as General Counsel under Chairman Bob



Goodlatte (R-VA). Most recently before coming to Microsoft, she served as the General Counsel and Parliamentarian to the Ways and Means Committee under Chairman Kevin Brady (R-TX).

Alli holds a J.D. from Georgetown University Law Center and a B.A. in Political Science from Palm Beach Atlantic University.



Chan Park

Director of Congressional Affairs, Microsoft

Chan is a member of Microsoft's congressional affairs team and manages Microsoft's engagement with Senate Democrats. Chan joined Microsoft after two decades of legal and policy experience in both federal government and the private sector. After law school, Chan clerked for a federal district judge and then worked as a litigation associate at the law firm of Akin Gump. He then served as an Assistant U.S. Attorney in the District of Maryland where he prosecuted a range of federal criminal cases. Chan joined the staff of the Senate Judiciary Committee in 2009 as a detailee for Chairman Patrick Leahy (D-VT) on criminal justice matters, and then became his Senior Counsel handling national security and government surveillance issues. In 2013, Chan became General Counsel to the Senate Judiciary Committee and served under both Chairman Leahy and Ranking Member Dianne Feinstein (D-CA). Most recently before joining Microsoft, Chan was a Principal at Monument Advocacy, where he represented a range of tech companies and served as Executive Director of the Reform Government Surveillance coalition. Chan is a native of Maryland and is a graduate of Yale University and Georgetown Law.



John Sampson

Managing Director, Azure Government Affairs

John Sampson joined Microsoft Corporation's U.S. Government Affairs division in April 1998 and since then has worked in the company's Washington, D.C. Federal government affairs office. From 1998 until late 2017 he served as the company's liaison to Republicans in the U.S. House of Representatives.

In October 2017, John was asked to create and lead the Microsoft Azure Government Affairs Team, which advocates for the company's industry leading cloud platform with federal government leaders and decision makers.



With over 30 years of experience on Capitol Hill and in the advocacy community, John maintains a broad network of relationships, and is widely recognized as an articulate industry ambassador, familiar with technology and Internet trends, and skilled at communicating the complexities, meaning and policy implications of technological change. In his 20 years at Microsoft, John has developed a proven record of establishing partnerships in support of strategic, long-term, big-bet initiatives, and has worked directly with the company's senior leadership, including CEOs Bill Gates, Steve Ballmer and Satya Nadella, to nurture strategic relationships with the nation's elected leaders in Washington, DC.

In March 1998, John completed a ten-year stretch working for the Republican leadership in the House of Representatives, a period during which he developed a rare combination of legislative, political, management, publishing and technology experience. His Hill career culminated as a senior aide to House Majority Leader Dick Armey of Texas.

John's Capitol Hill career began in 1989, serving three years as an analyst writing for the Legislative Digest, the House Republican leadership's weekly journal of bill summaries distributed to House Republicans, their staff and a mailing list of Washington decision makers. In 1992, John took the helm of the publication as its editor, and over the next two years overhauled its design, distribution and coverage. Always eager to embrace technology to enhance efficiency, John deployed several new tools, including the first computer-based broadcast fax network on Capitol Hill.

After Republicans swept the historic November 1994 elections, John was appointed to the House GOP transition team to aid in the development of the House's new administrative structure. He soon thereafter oversaw the selection of IT systems for incoming Speaker of the House Newt Gingrich and Majority Leader Armey. The purchase included a sophisticated project management system, a key tool used by the leadership to help manage the frenetic first 100 days of the Contract with America.

In April 1995, John returned to the policy realm in the Majority Leader's Office where, for the following three years he represented and advised Mr. Armey on a variety of issues, working with a cross-section of members and staff in support of the Leader's responsibilities as the



manager of the House's legislative calendar and floor schedule. During election years, John campaigned with Mr. Arney for GOP incumbents and challengers around the country.

A 30-year resident of the Washington, D.C. metro area, John was asked in 2002 to serve as President of the Board of Court Appointed Special Advocates of D.C. for Children, a non-profit social welfare organization that recruits and trains volunteers to represent the interests of abused and neglected foster children in the D.C. Family Court. He continues to serve CASA as a standing board member.

John was born and raised in San Francisco, California and received his Bachelor of Arts degree in Political Science from the University of California at San Diego in 1988. He lives in Arlington, Virginia with his wife, Kathryn Sheller, a graphic designer and former Art Director at The Washington Post, their 14-year-old son, Paul, and 10 year-old daughter, Gwendolyn.



Michaela Berendt

Business Operations Associate, Microsoft

Michaela Berendt joined Microsoft in December 2018 after nearly two years of work on Senator Maria Cantwell's (D-WA) successful 2018 re-election bid against former Washington State Republican Party Chair Susan Hutchison. She functioned as the campaign's Deputy Finance Director, helping lead a team that raised over \$11 million working on in-state and national events and donor outreach for the Senator.

Prior to joining the finance team in Seattle, Michaela executed Senator Cantwell's call time in Washington, DC. Michaela graduated in the spring of 2017 from Villanova University magna cum laude with a B.A. in Political Science and English Literature. During her four years at Villanova, she competed in the Big East Conference for the Wildcat's women's volleyball program. An avid hiker, foodie, and travel bug, Michaela can be found exploring Washington state's trails and restaurants in her free time. She was born and raised in Olympia, Washington.

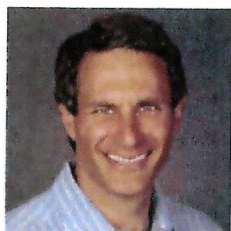


Scott McCullers

Government Affairs Specialist, Microsoft

Scott is the U.S. Government Affairs Specialist for Microsoft based in Washington, DC. Previously, he served as a Professional Staff Member and as the Coalitions Director for the House Judiciary Committee under Chairman Bob Goodlatte (R-VA). Before moving to DC, Scott interned for the U.N. World Food Program in Tanzania.

Scott hails from Ponte Vedra Beach, Florida and is a graduate of the University of North Florida, where he earned a degree in International Affairs. In May 2020, he will graduate with an MBA from Georgetown University.



John Kahan

Chief Data Analytics Officer, Microsoft

Chief Data and Analytics Officer, reporting to the President of Microsoft, responsible for Infusing data science and AI to address the world's great challenges. e.g., promoting sustainable use of the planet's resources, improving opportunities for people with disabilities, protecting human rights, strengthening humanitarian assistance in disaster response, needs of children, refugees and displaced people, human rights and increasing the capabilities of the world's NGOs. Data Science support for CELA initiatives (e.g., Digital Crimes, Legal services, etc.)

33+ years of experience driving large scale data teams. Prior, General Manager of Customer Data and Analytics, where he drove data sciences and analytics in support of Modern Life and Devices, Gaming, the Senior Leadership Team of Microsoft (including the CEO, Chief Strategist, CMO, and Division EVPs), and AI & Research.

Prior, reported to the CMO and the president of the Online Services Division where he oversaw all Microsoft's online customer data including the data platform that powers Bing, Microsoft Advertising, & MSN including Customer, Product, and Competitive Intelligence, Experimentation, and Data & Marketing Sciences worldwide. Prior, he was the GM, Global Relationship Marketing where he was responsible for Microsoft's CRM efforts worldwide and Microsoft.com one of the largest corporate websites worldwide.

Prior, John was at IBM for 18 years where he was VP, Integrated Marketing Communication for Sales & Distribution where he oversaw all



advertising, database and online marketing for IBM's Industry customers and ibm.com across 60+ countries.

John and his wife Heather are proud parents of four girls and an amazing grandson. He is an avid photographer. Loves traveling, spending time with family, and giving back. John is the President of the Aaron Matthew SIDS Research Guild at Seattle Children's Hospital.

www.GiveToStopSIDS.org.



Allen Kim

Data Analytics Senior Program Manager

Allen is a data analytics program manager in the CELA Data Science and Analytics team working on advancing data analytics and data visualizations across CELA. His primary focus is supporting the Technology and Corporate Responsibility organization on leveraging data analytics to help with data storytelling across various initiatives. He has over 15 years of experience in data analytics and visualizations, most recently coming from a wireless network infrastructure company, after spending many years of being the PMO analytics engine behind major wireless carriers' national network deployment initiatives. He has held positions ranging from project manager to senior project controls manager on to director of operations analytics.



Natasha Crampton

Head, Office of Responsible AI

Natasha is a Senior Attorney in the legal team that supports Microsoft's Artificial Intelligence and Research group. She is focused on providing legal support to the Aether Committee, Microsoft's internal advisory board on AI ethics, and on a variety of AI policy issues.

Before moving to the United States in mid-2018, Natasha spent seven years in Microsoft's Australian and New Zealand subsidiaries helping Microsoft's highly regulated customers move to the cloud in a way that was compliant with their legal obligations.

Prior to Microsoft, Natasha worked in law firms in Australia and New Zealand, specializing in copyright, privacy, and internet safety and security issues. She has experience in leading contractual negotiations, litigation, and law reform initiatives. Natasha graduated from the



University of Auckland in New Zealand with a Bachelor of Laws (Honours) and a Bachelor of Commerce, majoring in Information Systems.



Mike Philips

Assistant General Counsel, Office of Responsible AI

Mike Philips is an Assistant General Counsel in Microsoft's Corporate, External and Legal Affairs (CELA) organization. In his current role, he supports aspects of Microsoft's Artificial Intelligence & Research division, including the product development work of the AI Products organization and the policy initiatives of the Microsoft Research AI group. Mike joined Microsoft in 1999 and in his time at the company has supported a variety of enterprise and consumer products. He has also worked in the field, including during a 2-year assignment in Singapore leading Microsoft's Southeast Asia legal team. Prior to Microsoft, Mike spent five years as an associate at Preston Gates & Ellis (now K&L Gates) in Seattle, focusing on mergers and acquisitions and general corporate work. Mike received his JD from the University of Washington and a BA in International Affairs from the University of Colorado.



Evelyn Thomas

Senior Program Manager, Gaming, Microsoft

Evelyn Thomas is the Program manager driving accessibility strategy and development for Xbox. With 15 years at Microsoft, 11 in entertainment product development, she is a passionate advocate for accessible gaming. Focusing holistically on all aspects of accessible gaming, her team works across the Xbox division to build accessible experiences as well as provide developer solutions, training and best practices to help make play possible for all gamers, regardless of ability. She works with accessibility professionals, advocates and gamers with disabilities to better understand where Xbox can make a difference in the industry. She champions Xbox's passion for, and commitment to the accessible gaming community in the hopes that it helps spur innovation across the industry and results in better experiences for all gamers.



Congressional Staff Biographies



Rick Adkins

Deputy Chief of Staff, Congressman Jeff Duncan

Rick Adkins is the Deputy Chief of Staff for Congressman Jeff Duncan. He has managed the Constituent Services and Outreach staff for the 11 counties of the 3rd Congressional District of South Carolina since January 2001.

Rick spent 21 years in the mortgage business, owning his own company, before selling it to the Peoples Bank (Anderson, SC) in 2007. He is active in numerous clubs and organizations in the community. He is a board member of A.I.M. (15 years), serving 3 terms as Chairman of the Board, 1 year as Vice-Chairman, 2 terms as Governance Chairman and currently on the Finance Committee. He is a member of the Southern Wesleyan University Benson School of Business Advisory Board. He is a member of the Anderson Rotary Club and has served as membership chairman, Sergeant-at-Arms and is a 2018 Paul Harris Fellow. He was a member of the DHEC OCRM Appellate Panel and served on the South Carolina State Board of Education, 2 years as the Finance Chairman and 2 years on the Educator Licensing Review Committee. He has been a Deacon at Concord Baptist Church in Anderson and was the Chairman of the Youth Ministry search committee.

Rick holds a Bachelor of Science degree with a major in Financial Management from Clemson University. He resides in Anderson, SC with his wife Teresa and 3 children, Bailey (Senior - Troy University), Erin (Sophomore - Clemson University) and Mason (Sophomore - Clemson University).



Cyrus Artz

Chief of Staff, Rep. Virginia Foxx

Cyrus Artz is Chief of Staff for Congresswoman Virginia Foxx (NC-05), Ranking Member of the U.S. House Education and Labor Committee. Cyrus oversees the staff in both the Washington D.C. and North Carolina offices, ensuring that the congresswoman's constituents and priorities receive great service and due attention. He also serves as the Parliamentarian for the Republican members of the House Education and Labor Committee, responsible for ensuring all procedural requirements are fulfilled during committee and floor consideration of legislation. He previously served as the Ranking Member's Legislative Director and



principal advisor on trade, tax, banking, budget, transportation, parliamentary, and other issues.

Prior to working for Congresswoman Foxx, Cyrus was Professional Policy Staff for the Republican Study Committee (RSC), the caucus of conservatives in the U.S. House. Before coming to Capitol Hill, he worked for the Hudson Institute and completed several internships around Washington, D.C. He also served seven years with the D.C. Army National Guard and completed a deployment to Afghanistan in 2012. Originally from Fargo, ND, he graduated from Christendom College in Front Royal, VA with a political science degree.



Jennifer Chan

Legislative Director, Rep. Pramila Jayapal

Jennifer Chan is Deputy Legislative Director for Congresswoman Pramila Jayapal (WA-07). She covers a range of issues for the Congresswoman, including her Judiciary Committee work, immigration, and intellectual property.



Andrew Crawford

Counsel, Senator Chris Coons

Andrew Crawford is a counsel for Sen. Chris Coons. In this role, Andrew primarily focuses on Judiciary Committee matters, including law enforcement, nominations, privacy, technology, and telecommunications. Prior to his current position, Andrew worked in DOJ's Office of International Affairs where he assisted with criminal extraditions and international evidence sharing. Andrew holds a B.A. from New York University (2006) and a J.D. from Villanova University (2012).



Lindsay Jensen

Legislative Assistant, Senator Dan Sullivan

Lindsay Jensen was born and raised in Fairbanks, Alaska, and was lucky enough to get her start in the federal public policy space as an intern for Senator Ted Stevens. In 2009, after attending Seattle University, Lindsay moved to Washington, DC, to work for Senator Lisa Murkowski. She initially worked on tech & telecom issues as a paralegal in Sidley Austin's Privacy and Cybersecurity practice group. Her interest in telecom and general enthusiasm for Alaska led her to her next role as Manager of



Federal Affairs for GCI, an Alaska-based telecom company. She currently serves as Senator Sullivan's Legislative Assistant on Commerce Committee issues, health care and education. Lindsay lives with her family in Washington, DC.



Rodney Kazibwe

Legislative Director, Congressman Dan Newhouse

Rodney is the Judiciary, Technology and Telecommunications Legislative Aide in the Office of Democratic Minority Leader Chuck Schumer. In his role as Legislative Aide, Rodney provides research and analysis for the legislative team in addition to advising the Senator on his legislative priorities. Prior to joining Senator Schumer's Office Rodney worked in the Office of Senator Barbara Boxer (CA -Ret.).



Sunmin Kim

Technology Policy Director, Senator Brian Schatz

Sunmin Kim is Senator Brian Schatz's technology policy advisor. Senator Schatz is the ranking member of the Senate Commerce Committee's Subcommittee on Communications, Technology, Innovation, and the Internet. Before working in the Senate, Sunmin was a technology editor for The Economist Intelligence Unit, the data and research arm of The Economist newspaper.



Sean O'Brien

Legislative Director, Congressman Dan Newhouse

Sean V. O'Brien is Legislative Director for U.S. Representative Dan Newhouse from Washington's 4th Congressional District. He previously served as Campaign Manager for Newhouse's re-election race in 2016. He currently serves as the lead in handling the Congressman's energy, forestry, and natural resources portfolios, including his House Appropriations Energy & Water Subcommittee work. He specializes in issues including the Hanford nuclear site, Pacific Northwest National Laboratory, hydropower, and nuclear energy.

O'Brien previously held fellowships at the World Affairs Council of Seattle and Chapman Center for Citizen Leadership and served as a member of the Seattle Center Advisory Commission. He studied Political Science at Gonzaga University and is a graduate of the Global Leaders Program at the Slade Gorton International Policy Center.



Sydney Pettit

Legislative Assistant, Senator Shelley Moore Capito

Sydney Pettit serves as Legislative Assistant to Senator Shelley Moore Capito where she handles matters pertaining to the Committee on Commerce, Science, and Transportation, as well as financial services, tax and trade. Sydney previously worked for Representative David McKinley (R-WV) handling Energy and Commerce Committee issues. She is a native West Virginian and graduated from West Virginia Wesleyan College with degrees in Business Management and Political Science.



Jason Stverak

Deputy Chief of Staff, Senator Kevin Cramer

Jason Stverak serves as the Deputy Chief of Staff for U.S. Senator Kevin Cramer (R-ND). Previously, he served as Legislative Director and Lobbyist for Christians United for Israel Action Fund and as Deputy Chief of Staff and Communications Director for then-Congressman Cramer in the U.S. House of Representatives.

Jason has been guest on nationally syndicated radio shows and on Fox News. His writing has appeared in USA Today, National Review Online, Roll Call, The Hill, Politico, Fox News, Forbes, the Washington Examiner, and numerous other publications.

Jason is a graduate of Baylor University. He and his wife Nicole have one son, Charles, age 5.



Josh Mathis

Staff Director, House Committee on Science, Space, & Technology

Josh currently serves as the Republican Staff Director of the House Committee on Science, Space, and Technology under Ranking Member Frank Lucas (OK). He previously served as Deputy Staff Director of the House Committee on Agriculture and in legislative and political positions with Speaker John Boehner (OH), Rep. Dave Reichert (WA) and Rep. Rick White (WA). Josh's private sector experience includes lobbying, public affairs and grassroots consulting at various firms.



Mimi Strobel

Legislative Assistant, Senator Ron Johnson

Mimi is a Legislative Assistant for Senator Ron Johnson (R-WI) where she runs point on the Senator's assignment on the Senate Commerce, Science, and Transportation Committee. Her focus is technology and telecommunications issues, but she also handles trade and energy. Mimi previously worked for Congresswoman Susan W. Brooks (R-IN), primarily handling technology and telecommunications issues. Mimi is from Indianapolis, IN and received a bachelor's degree from Indiana University.



Earnestine Dawson

Digital Director, Rep. Hakeem Jeffries

Earnestine E. Dawson serves as the Digital Director for the House Democratic Caucus in the U.S. House of Representatives. She is responsible for driving the Caucus' social media strategy and overseeing the in-house digital services including graphic design, social media strategy, photo and poster printing, livestreaming, event photography, digital training, equipment rentals and studio recordings.

Earnestine's passion is creating digital messaging content relating to social and political issues that will influence social good to educate, entice and empower people to become active participants in the public arena.

Previously, she served as the Digital Manager for Congresswoman Yvette D. Clarke (NY-09) and as the first Digital Director for the Government of the District of Columbia in the Executive Office of Mayor Muriel Bowser. Prior to her work with the District of Columbia Government, Earnestine served on the communications and research team at the Democratic National Committee."



Zach Howell

Chief of Staff, Congressman John Katko

Zach Howell is a native of Sandy, Utah, and currently serves as Chief of Staff to Rep. John Katko (NY-24), for whom he previously served as Legislative Director. Prior to his time with Congressman Katko, he worked in a variety of communications and legislative roles with other Members of Congress.